

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040201 Annual Reporting Year: (calendar year, permit year, or fiscal year): Year 1 Last day of fiscal year, if applicable: _____

MS4 Operator Level: II Name of MS4/Permittee: City of Copperas Cove

Contact Name: Andrea Gardner Telephone Number: 254-547-4221

Mailing Address: PO Drawer 1449, Copperas Cove, TX 76522

E-mail Address: agardner@copperascovetx.gov

B. Narrative Provisions (Part IV Section B.2.(a))

Provide information on the status of complying with permit conditions: (Part V - Standard Permit Conditions):

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	xx		Complied with SWMP
Permittee is currently in compliance with recordkeeping and reporting requirements.	xx		In Compliance
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	xx		All requirements are being met for a Small MS4

2. Provide a general assessment of the appropriateness of the selected BMPs. Use table below or attach a summary, as appropriate (See Example 1 in instructions):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1. Public Education, Outreach and Involvement	Water Utility Bill Insert and Social Media	Yes, public education is always helpful in reducing pollutants.
1. Public Education, Outreach and Involvement	Stormwater Web Page on City's Website	Yes, this is another way to reach the public and educate them on storm water pollutants
1. Public Education, Outreach and Involvement	Stormwater Marking Program	Yes, new markers installed that are more durable.
1. Public Education, Outreach and Involvement	Stormwater Information at Public Library	Yes, public education is always helpful in reducing pollutants.
1. Public Education, Outreach and Involvement	Stormwater City Proclamations	Yes, public education is always helpful in reducing pollutants.
1. Public Education, Outreach and Involvement	Designate Stormwater Coordinator	Yes, allows for one person to ensure all procedures are followed
1. Public Education, Outreach and Involvement	Develop and Distribute Brochures to the Public	Yes, Meet the City and door hangers. Storm water model-simulation door hanger with marker model.
1. Public Education, Outreach and Involvement	Comply with State Public Notification Guidelines	Yes, Public Information Officer utilized when required.
1. Public Education, Outreach and Involvement	Public Meetings	Yes, TEEX Argillite City Council Meeting
2. Illicit Discharge Detection and Elimination	Spill Response	Yes, Spill SOP provided
2. Illicit Discharge Detection and Elimination	Sanitary Sewer Overflow (SSO) Response Plan	Yes, Spill SOP provided
2. Illicit Discharge Detection and Elimination	Storm Sewer Mapping	Yes, mapping of the storm sewer system allows everyone to quickly identify inlet and outfall. This information is evaluated in order to identify trends of potential problem areas.

2. Illicit Discharge Detection and Elimination	Illicit Detection and Elimination Program	Yes, Field survey of outfall
2. Illicit Discharge Detection and Elimination	Field Staff Training	Yes, the training session is offered to field staff and addresses how to identify illicit discharges of illicit connections.
2. Illicit Discharge Detection and Elimination	On-site Sewage Disposal	Yes, Northwest wastewater plant available. Lift Station Inspections twice daily. See operations and maintenance book for sewer treatment.
2. Illicit Discharge Detection and Elimination	Public Reporting of Illicit Discharges and Spills	Yes, keeps the public informed
2. Illicit Discharge Detection and Elimination	Illicit Discharge Draft Ordinance	Yes, this will assist the MS4 operator in maintaining a good program
2. Illicit Discharge Detection and Elimination	Recycling Program	Yes, reduces the amount of trash in landfills
3. Construction Site Runoff Control	Site Development Plan Reviews	Yes, the training session ensures field staff are knowledgeable on how to evaluate BMPs at construction sites and their ability to minimize the discharge of pollutants.
3. Construction Site Runoff Control	Construction Site Inspection Program	Yes, helps prevent damage to other's property
3. Construction Site Runoff Control	Construction Site Waste Control Ordinance	Yes, this will assist the MS4 operator in maintaining a good program
3. Construction Site Runoff Control	Construction Site Runoff Control Ordinance	Yes, this will assist the MS4 operator in maintaining a good program
3. Construction Site Runoff Control	MS4 Staff Training	Yes, the training session ensures MS4 staff are knowledgeable on how to evaluate BMPs at construction sites and their ability to minimize the discharge of pollutants
4. Post-Construction Stormwater Management in New Development and Redevelopment	Stream Buffer Preservation	Yes, erosion control silt fencing. Gabian Basket Straw Rolls Concrete Flumes with velocity breakers and detention ponds.

4. Post-Construction Stormwater Management in New Development and Redevelopment	System Inspections	Yes, Public works routinely maintains/repairs/identifies areas in need of improvement.
4. Post-Construction Stormwater Management in New Development and Redevelopment	Post-Construction Ordinance	Yes, this will assist the MS4 operator in maintaining a good program
4. Post-Construction Stormwater Management in New Development and Redevelopment	Post-Construction Development Review Procedures	Yes, having a drainage criteria manual ensures that all requirements are met at the time of design.
4. Post-Construction Stormwater Management in New Development and Redevelopment	Long-term Operation and Maintenance Program	Yes, monitored by Drainage personnel.
5. Pollution Prevention and Good Housekeeping in Municipal Operations	Staff Training	Yes, conducted training 2 times in the past year
5. Pollution Prevention and Good Housekeeping in Municipal Operations	Safe Material Storage (and Disposal of Waste Material)	Yes, 3 wastewater plants and sewer collection maintain MSDS and NSF of all chemicals.
5. Pollution Prevention and Good Housekeeping in Municipal Operations	Permittee-owned Facilities and Control Inventory	Yes, inventory checked annually.

5. Pollution Prevention and Good Housekeeping in Municipal Operations	Municipal Operations and Facility Activities	Yes, staff has attended TCEQ training and continues to ensure that all facilities to include vehicles are compliant.
5. Pollution Prevention and Good Housekeeping in Municipal Operations	Structural Control and Maintenance Program	Yes, annually.
5. Pollution Prevention and Good Housekeeping in Municipal Operations	Contractor Requirements and Oversight	Yes, oversight provided by Building Inspection and Drainage personnel.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable. Summarize any information used (such as monitoring data) to evaluate reductions in the discharge of pollutants. Use a table or attach a narrative description as appropriate:

MC M	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)
1	Stormwater Marking Program	Storm drain marking	800	N/A	Yes, Brush and trees are weighed prior to carrying to compost. Inlet boxes marked
2	System Inspections	Field screenings	200	Outfalls	Yes, 95% completed
2	Field Staff Training	Training	1	Wastewater Plants	Yes, reviewed permit and instruction provided by consultant. Spill training and storage of chemicals & fleet vehicle training.
2	Recycling Program Solid waste?	Number of customers	4038	N/A	Yes, landfill reduction

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (See Example 2 in instructions):

MCM(s)	Measurable Goal(s)	Success
1	Provided utility bill inserts to each utility customer	This goal has not been met, we didn't receive the permit until February 2015. Flyers are being sent out in July 2015
1	Stormwater page added to city website	This goal has been met
1	Storm Water Proclamation located at City Hall	This goal has been met
1	Completed Web Page on City website	This goal has been met
1	Provided the Storm Water information to the Public Library	This goal has been met
1	Designated a Storm Water Coordinator	Met goal, the City Manager has designated the current Building Official as the Storm Water Coordinator.
1	Submitted copy of notice and publisher's affidavit to the TCEQ Chief Clerk	This goal has been met
1	Marked 95% of outfalls	Met goal, have approximately 10 unmarked.
2	Continuing with existing spill response procedures and training	This goal has been met
2	Policies and procedures to ensure GIS system is updated	Met goal/instructed drainage personnel to take GPS data.
2	Developed a Storm Water outfall Map	This goal has been met
2	Staff Training	This goal has been met
2	Developed procedures for selecting areas with the most potential for illicit discharge	Met goal/Defined outfall areas.
2	Developed procedures to prevent and correct and leaking on-site sewage system	Met goal /Installed socks to collect pressure washer rags and solids from screen.
2	Continue operation of recycling center and curbside recycling.	This goal has been met

2	Continue to publicize and promote Copperas Cove Recycling Center	This goal has been met
2	Develop a draft ordinance.	Still working on draft ordinance
2	Develop, implement and maintain a method of reporting illicit discharges and spills to the public.	Met goal / SOP provided with training of Wastewater Treatment and Sewer Collection personnel.
3	Notify developers and design engineers on the storm water requirements	This goal has been met
3	Develop requirement of Notice of Intent (NOI) for site to be submitted prior to City approving the permit.	This goal has been met
3	Confirm and review Sedimentation/Erosion Control plans that require NOI.	This goal has been met
3	Enhance review of site development plans to include water quality considerations, erosion control plans, and BMP details.	This goal has been met
3	Conduct site inspections during active construction.	This goal has been met
3	Develop construction site inspection procedures and inspection forms.	This goal has been met
3	Develop a draft ordinance. On construction site waste control	This goal has been met
3	Develop a draft ordinance. On construction site run off	This goal has been met
3	Provide annual training to City staff who will conduct construction site inspections.	This goal has been met
4	Continue to encourage the preservation of stream buffers and inclusions of appropriate BMPs at outfalls into natural channels.	This goal has been met /Riprap and drainage maintenance program in place.
4	Conduct dry weather screening on post-construction control measures.	This goal has been met

4	Evaluate existing ordinances for post-construction and significant redevelopment,	This goal has been met
4	Develop Drainage Criteria Manual including specific language for sedimentation and erosion control.	This goal has been met
4	Review existing development plans and procedures to ensure long-term maintenance of structural controls, and revise them as necessary	This goal has been met
5	Provide annual training to staff regarding pollution prevention and good housekeeping.	This goal has been met, Currently done at treatment plants. Walk through inspections once per quarter.
5	Evaluate, update and implement storage/waste disposal program, as needed.	This goal has been met
5	Perform initial inventory and document.	This goal has been met / Annual Incode.
5	Compile list of all TCEQ and other applicable permit numbers.	This goal has been met
5	Maintain inventory.	This goal has been met / Annual Incode.
5	Perform a municipal operations and facility survey.	This goal has been met / Wastewater plants, quarterly inspections.

5	Review City operations and maintenance activities.	This goal has been met / See Wastewater Treatment Plant "Operations Plan and Maintenance Manuel, Volume 1 and 2"
5	Upon expiration of existing contracts that relate to City owned properties and have the potential of impacting stormwater quality, City will evaluate and revise	This goal has been met
5	Implement revised contracts.	This goal has been met

C. Stormwater Monitoring Data (Part IV Section B.2.(b))

1. The MS4 has conducted monitoring of stormwater quality and submitted in the annual report (i.e. analytical and visual observations).

____ Yes XX No

- a. Explain below or attach a summary to submit along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable. Be sure to include a discussion of results:

The primary focus of year 1 of the City of Copperas Cove's Storm Water Management Plan is to increase awareness and public education.

Reducing pollutants were discussed at several meetings (Council, Storm Water Pollution Prevention Week Proclamation, and subdivision ordinance review committee) Citizen Attendance varied, but meetings are achieved online and broadcast via the city's local television station.

Additionally, street sweeping continues on a daily basis and additional inlets are being marked to help reduce pollutants. Monitoring data was not obtained as part of the Year 1 Goals.

D. Impaired Waterbodies (Part IV Section B.2. (c))

1. If applicable, explain below or attach a summary of any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern:

N/A City does not discharge into an impaired water body. See Page 10 of SWMP

2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL (*Part II Section D.4.(a)*):

N/A City does not discharge into an impaired water body. See Page 10 of SWMP

3. Report the benchmark identified by the MS4 and assessment activities (*Part II Section D.4.(a)(6)*):

Benchmark Parameter (Ex: Total Suspended Solids)	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
N/A			
N/A			
N/A			

4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (*Part II Section D.4.(a)(4)*):

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
N/A		
N/A		

N/A		
N/A		

5. If applicable, report on focused BMPs to address impairment (*Part II Section D.4.(a)(5)*):

Pollutant to Address (<i>Ex: Bacteria</i>)	Description of Focused BMP	Comments/Discussion
N/A		
N/A		
N/A		
N/A		

6. Describe progress in achieving the benchmark (*Part II.D.4.(a)(6)*):

N/A

For example, the MS4 may use the following indicators:

- number of sources identified or eliminated;
- decrease in number of illegal dumping;
- increase in illegal dumping reporting;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs)
- increase in illegal discharge detection through dry screening

Benchmark Indicator	Description/Comments
N/A	
N/A	
N/A	
N/A	

E. Stormwater Activities (Part IV Section B.2.(d))

Describe any stormwater activities the MS4 operator has planned for the next reporting year. Use the table or attach a summary, as appropriate:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1	Utility Bill Inserts	Distribute educational flyers which address storm water quality concerns to the community.
1	2	Electronic Education	Promote educational materials on the city website with information describing storm water quality issues.
1	3	Storm Drain Marking	Complete the making of all inlets and outfalls

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	3	Policies and procedures for mapping	Continue working and updating procedures
2	4	Marking inlet and outfalls Sewer Lift Stations And sewer mains	Continue working on mapping all inlets and outfalls. Currently working on Wastewater Master Plan.
2	5	Illicit Detection and Elimination Program	Conduct a training program addressing how to identify and detect illicit discharges.

2	6	Storm water training	Continue training all new employees on illicit discharge.
2	10	Recycling Program	Continue with operating our recycling program.
3	1	Onsite inspection	Continue onsite inspection
3	2	Inspection forms	Complete and finalize inspection forms
3	4	Runoff control ordinance	Continue working on ordinance
3	5	Training	Continue training MS4 staff
4	2	Inspections	Conduct dry weather screening
4	3	Post-Construction Ordinance	Continue working on ordinance
4	5	Implement updated maintenance program.	Continue implementation of maintenance program.
5	1	Provide annual training to staff regarding pollution prevention and good	Conduct a training program which identifies how to effectively implement pollution prevention and good housekeeping practices.
5	5	Equipment maintenance program	Evaluate the needs, potential design, and implementation of a fleet and equipment maintenance program.
5	7	Contractor oversight	Provide oversight during construction activities to ensure contractors are using the appropriate BMPs, control measures, and standard operating procedures.

F. SWMP Modifications (Part IV Section B.2.(e))

1. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

☐ Yes ☒ No

If 'Yes', report on changes made to measurable goals and BMPs:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
N/A		
N/A		
N/A		

Note: If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible and why the replacement

BMP is expected to achieve the goals of the original BMP.

2. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land etc.):

G.Additional BMPs (Part IV Section B.2.(f))

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans.

BMP	Description	Implementation Schedule (Start Date etc.)	Status / Completion Date (completed, in progress, not started)
N/A			

N/A			
N/A			
N/A			

H. Additional Information (Part IV Section B.2.(g))

1. Is the permittee relying on another entity/ies to satisfy some of its permit obligations?

☐ Yes ☒ No

If 'Yes,' provide the name(s) of other entity/ies and an explanation of their responsibilities (add more spaces or pages if needed):

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

2.a. Is the named permittee sharing a SWMP with other entities?

☐ Yes ☒ No

2.b. If 'yes,' is this a system-wide annual report including information for all permittees?

☐ Yes ☐ No

If 'Yes,' list all associated permit numbers and permittee names (add additional spaces or pages if needed):

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

I. Construction Activities (Part IV Section B.2.(h-i))

1. The number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices) 5
2. a. Does the permittee utilize the optional seventh MCM related to construction?
 Yes XX No
2. b. If 'yes,' then provide the following information for this permit year:


The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	

Note: Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.


J. Certification

certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed): Michael Morton Title: Chief Building Official

Signature:  Date: June 15, 2015

Name (printed): Andrea Gardner Title: City Manager

Signature:  Date: June 15, 2015

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____